

BRUCE W. PADULA, Partner  
bpadula@cgajlaw.com

**Reply to: Matawan Office**

November 27, 2018

**Via FedEx Overnight**

Mr. Andrew Casais, Borough Clerk  
Borough of Roselle Park  
110 East Westfield Avenue  
Roselle Park, New Jersey 07204

**Re: Qualification Statement and Proposal for:  
Labor Attorney 2019**

Dear Mr. Casais:

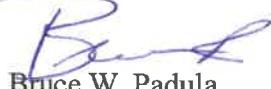
Thank you for the opportunity to submit the qualifications of our Firm, Cleary Giacobbe Alfieri Jacobs, LLC, to the Borough of Roselle Park (the "Borough") for consideration as Labor Attorney.

Our Firm is capable of representing the Borough in all aspects of labor law, including litigation, collective bargaining and negotiations, and personnel matters. As we currently represent more than one hundred (100) municipalities, we have significant experience handling complex labor and employment issues unique to governmental entities. Members of the Firm are available to assist the Borough in matters include labor negotiations, fact-finding interest arbitration, arbitrations, labor and employment counseling, PERC proceedings, disciplinary hearings and employment litigation and will be able to attend regularly scheduled meetings, and special meetings if needed. As a Firm, we strive to respond quickly and efficiently to our clients' needs.

I have enclosed our Firm Resume and Fee Proposal for your review. I invite you to visit our website at [www.cgajlaw.com](http://www.cgajlaw.com). Please feel free to contact me directly with any questions or concerns that you may have.

Thank you for your consideration.

Very truly yours,



Bruce W. Padula  
Encl.

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**Matawan Office: 955 State Route 34, Suite 200, Matawan, NJ 07747 Tel 732 583-7474 Fax 732 290-0753**  
**Oakland Office: 169 Ramapo Valley Road, UL 105, Oakland, NJ 07436 Tel 973 845-6700 Fax 201 644-7601**  
**Somerville Office: 50 Division Street, Suite 501, Somerville, NJ 08876 Tel 732 583-7474 Fax 201 644-7601**

# **CLEARY | GIACOBBE | ALFIERI | JACOBS LLC**

*Attorneys at Law*

## **FIRM RESUME**

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[www.cgajlaw.com](http://www.cgajlaw.com)

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## **EXECUTIVE SUMMARY**

Cleary Giacobbe Alfieri Jacobs, LLC is a full service, general practice law firm. The Firm specializes in the areas of public practice, labor and employment law, litigation, authority law, business law and environmental/land use law. The thirty-five (35) attorneys of Cleary Giacobbe Alfieri Jacobs, LLC have extensive experience in the representation of public entities, including municipalities, school boards and municipal utility authorities. The Firm's practice groups are fully-integrated and provide clients with a variety of experience and expertise to ensure matters are handled in an efficient and cost-effective manner. In addition, the Firm has a strong commitment to the use of the latest technology and the latest legal research tools. Cleary Giacobbe Alfieri Jacobs, LLC has a fully automated office which provides for expedient information retrieval and efficient communication between our attorneys and our clients.

As a firm, Cleary Giacobbe Alfieri Jacobs, LLC is small enough to offer personalized and responsive service, yet large enough to ensure there will always be a knowledgeable attorney available to assist a client at any time. The Firm takes pride in never being "too busy" to handle an individual client's question or emergency. The attorneys of Cleary Giacobbe Alfieri Jacobs, LLC have a track record of always being available, whether it is during or outside regular business hours. The Firm recognizes that many public clients have issues and emergencies that arise outside of normal business hours. As such, clients are provided with attorneys' cell/home numbers so that an attorney may always be reached. In addition, the Firm is available to attend any regular or special meetings, or as otherwise required.

The Firm, in its present state, was established in November 2010. The attorneys, however, have a wide range of practice experience from one (1) to over twenty-five (25) years. The Firm's attorneys are all licensed to practice law in the State of New Jersey and most are licensed in neighboring jurisdictions as well. Cleary Giacobbe Alfieri Jacobs, LLC is in compliance with all applicable affirmative action requirements pursuant to Federal and State laws.

The Firm has never been adjudicated liable for professional malpractice, nor has it been involved in any bankruptcy or reorganization proceedings.

## **ADMINISTRATIVE INFORMATION**

As stated above, this Qualification Statement is submitted on behalf of the firm of Cleary Giacobbe Alfieri Jacobs, LLC. The following is the contact information of the attorney that will serve as the key contact to the Borough of Roselle Park:

Bruce W. Padula, Esq.  
Cleary Giacobbe Alfieri & Jacobs, LLC  
State Route 34  
Suite 200  
Matawan, NJ 07747  
Phone (732) 583-7474  
Fax (732) 566-7687

Cleary Giacobbe Alfieri Jacobs, LLC also has offices located at:

169 Ramapo Valley Road  
Upper Level 105  
Oakland, NJ 07436  
Phone (973) 845-6700  
Fax (201) 644-7601

50 Division Street  
Suite 501  
Somerville, NJ 08876  
Phone (732) 583-7474  
Fax (201) 644-7601

The Firm is a limited liability company that employs thirty-five (35) experienced attorneys, including eighteen (18) Partners, seven (7) Counsel, one (1) Of-Counsel, nine (9) Associates, and six (8) paralegals. The Principals of Cleary Giacobbe Alfieri Jacobs, LLC are:

James J. Cleary, Esq.  
Matthew J. Giacobbe, Esq.  
Salvatore Alfieri, Esq.  
Mitchell B. Jacobs, Esq.

**REPRESENTATION OF NO CONFLICT:**  
**CONTINUING OBLIGATION TO DISCLOSE**

Cleary Giacobbe Alfieri Jacobs, LLC. represents that no conflict of interest exists by virtue of its representation of the interests of the Borough of Roselle Park pursuant to the request for qualification. Cleary Giacobbe Alfieri Jacobs, LLC. shall immediately notify the Borough of Roselle Park of any potential conflict or actual conflict of interest which arises during the course of its representation.

**PROFESSIONAL INFORMATION**

Cleary Giacobbe Alfieri Jacobs, LLC recognizes the unique needs and challenges of its public clients. Because public law presents complex and evolving legal issues, public entities need experienced, full-service legal counsel. At the same time, public entities are confronted with increasing financial constraints. As a result, Cleary Giacobbe Alfieri Jacobs, LLC tailors its legal services to meet the budgetary needs of each public client. The Firm's expertise and commitment is evidenced in the continued representation of the same public clients for numerous years, some for a decade or more.

In addition, all legal services provided by Cleary Giacobbe Alfieri Jacobs, LLC are provided "in house" and are never subcontracted out to another firm. The Firm's attorneys and support staff are not members of any collective bargaining unit. Upon information and belief, no immediate relatives of any Principals are employees or elected officials of the Borough of Roselle Park.

## **A. Public Law Practice**

The attorneys of Cleary Giacobbe Alfieri Jacobs, LLC have been recognized for their exceptional legal service to public entities. The Firm's clients include some of the largest municipalities and counties in the State of New Jersey, as well as numerous municipal utility authorities, boards of education, planning and zoning boards, economic development authorities, and other public groups at every level of municipal, county and State government. A sampling of the Firm's services to its public clients includes the drafting and/or preparation of contracts, bid specifications, ordinances and board resolutions as well as the handling of bid protests, tax appeal litigation and defense of any and all claims filed against the public entity. Specifically, the Firm advises its public clients on all aspects of compliance with both Federal and State laws, such as the Open Public Meetings Act ("OPMA"), Open Public Records Act ("OPRA"), the Municipal Land Use Law, the Local Public Contracts Law, among others. In addition, Cleary Giacobbe Alfieri Jacobs, LLC provides guidance in environmental and land use issues, including condemnation.

## **B. Labor and Employment Practice**

The Labor and Employment Law Group of Cleary Giacobbe Alfieri Jacobs, LLC is especially adept and experienced in handling a wide range of labor and management issues – issues which routinely present themselves to public entities. Specifically, the Firm prosecutes disciplinary actions, negotiates collective bargaining agreements, defends employment actions in Federal and State Courts, defends grievances filed against the public entity and participates in interest arbitration and unfair labor practice proceedings. The attorneys with Cleary Giacobbe Alfieri Jacobs, LLC have successfully appeared on behalf of their public clients before both the Federal and State Departments of Labor, the New Jersey Public Employment Relations Commission, the New Jersey Civil Service Commission, the Superior Court of New Jersey and the Federal District Court to successfully defend its clients against claims arising out of the Family and Medical Leave Act ("FMLA"), the Fair Labor Standards Act ("FLSA"), the New Jersey Family Leave Act ("NJFLA"), the New Jersey Law Against Discrimination ("NJLAD"), Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act ("ADEA"), the American with Disabilities Act ("ADA") and the Occupational Safety and Health Act ("OSHA"). Further, the Firm provides legal guidance on matters involving the employer/employee relationship, including individual employment agreements, disciplinary matters, employee and personnel handbooks and requests for medical leave. The Firm also specializes in providing its clients with risk avoidance services, including training seminars for administrators and employees in workplace harassment ethics, changes in federal health care requirements and compliance with the FMLA, the NJFLA and OPRA. Cleary Giacobbe Alfieri Jacobs, LLC regularly issues legislative alerts and articles when there are changes in laws and/or regulations of significant interest to its public clients.

As previously mentioned, the Firm counsels and advises clients on state and federal labor regulations and provides representation in matters such as:

- ADA – Americans with Disability Act
- EEOC Complaints
- Employment Contracts
- Employee Handbooks and Policies
- Employment Law

- Employment Practices and Policies
- FLSA – Fair Labor Standards Act
- FMLA – Family Medical Leave Act
- Grievance Arbitrations
- Labor Law
- Unfair Labor Practices

### **C. Litigation**

The Litigation Practice Group at Cleary Giacobbe Alfieri Jacobs, LLC has built a strong reputation for providing proactive, zealous and cost effective representation. Publicly and privately held local and national companies, real estate developers, municipalities, boards of education, other public entities and entrepreneurs, as well as non-profit groups and individuals have all retained Cleary Giacobbe Alfieri Jacobs, LLC to handle their litigation matters. In the public sector, we regularly represent public entities at all levels of government, such as wrongful discharge/retaliation, harassment/discrimination, Title 59 and cases brought under 42 U.S.C. 1983. We pursue litigation with tenacity and determination, while remaining result-oriented committed to and avoiding unnecessary legal proceedings and expense. The Firm's attorneys have substantial experience with alternative dispute resolution, achieving desired results for our clients through arbitration tribunals, case evaluations, mediations and negotiations. Always focused on limiting client exposure, our attorneys regularly consult with clients on the possible avoidance of disputes, devising litigation strategies carefully tailored to fit each client's need.

### **ATTORNEY BACKGROUNDS**

The following provides the educational background and bar licensure of the attorneys with Cleary Giacobbe Alfieri Jacobs, LLC:

#### **1. James J. Cleary, Principal Partner**

Rutgers University, 1964  
Seton Hall University School of Law, 1968  
Member of the New Jersey Bar

Mr. Cleary has extensive experience in all areas of legal services required by county government and currently serves as Special County Counsel for Monmouth County, a position he has held for more than fifteen (15) years. Mr. Cleary also has significant municipal law experience, having served as the Municipal Attorney for the Borough of Matawan, Assistant Law Director for Old Bridge Township, and Special Counsel for the Borough of Keyport. Mr. Cleary is a practiced real estate and land use attorney who previously served as Planning Board Attorney for Millstone Township, Union Beach, and Upper Freehold Township. By way of litigation, Mr. Cleary oversees the litigation of a large number of Monmouth County municipalities in his capacity as the Fund Attorney for the Monmouth County Joint Insurance Fund. Mr. Cleary also has considerable experience with utility authorities having represented the Old Bridge Municipal Utilities Authority, the Western Monmouth Utilities Authority, and the Manasquan River Regional Sewerage Authority. Finally, Mr. Cleary has substantial meeting procedure knowledge, having served as Parliamentarian for the New Jersey State Senate from 1998-2002.

## **2. Matthew J. Giacobbe, Principal Partner**

Rutgers University, 1989

Seton Hall School of Law, 1993

Member of the New Jersey and New York Bars and the United States District Court, District of New Jersey

Mr. Giacobbe focuses his practice on representing public and private sector management in all aspects of labor and employment law. Additionally, Mr. Giacobbe is general counsel or labor counsel for several school boards, municipalities, independent authorities and other governmental entities throughout New Jersey. In this capacity, Mr. Giacobbe successfully argued before the Supreme Court of New Jersey in the matter of Loigman v. Middletown Township, 185 NJ 566 (2006), where the Court held that municipal attorneys are not policymakers under 42 U.S.C §1983 and are therefore immune from liability for their actions during trial.

Throughout his career, Mr. Giacobbe has handled complex labor negotiations involving public and private sector employers, often obtaining concessions from unions in areas such as salary, insurance co-pays and overtime. He routinely advises clients on termination and employee discipline, employee rights and benefits and other personnel matters. Additionally, Mr. Giacobbe has litigated claims involving employment discrimination, the Fair Labor Standards Act, the Family and Medical Leave Act, wrongful discharge, retaliation, wage and hour issues, whistleblower claims and restrictive covenant litigation in federal and state courts and before the Civil Service Commission, Public Employment Relations Commission and National Labor Relations Board.

Mr. Giacobbe has written numerous articles on labor and employment law and has lectured extensively for the New Jersey Institute for Continuing Legal Education, New Jersey School Boards Association, and the New Jersey League of Municipalities and regularly appears as a “New Jersey Super Lawyer” in New Jersey monthly magazine. Prior to entering private practice, Mr. Giacobbe served as judicial law clerk for the Honorable Garrett Brown, U.S.D.J. in the United States District Court for the District of New Jersey.

## **3. Salvatore Alfieri, Principal Partner**

Rutgers University, 1976

Brooklyn Law School, 1983

Member of the New Jersey and New York Bars

Mr. Alfieri is a practiced local government lawyer, having served in several general counsel/ municipal attorney roles as well as various municipal land use attorney positions. He currently serves as Borough Attorney for Fair Haven as well as previously having served as Township Attorney for the Township of Lakewood. Mr. Alfieri also currently serves as Attorney for the Monmouth County Police Chief’s Association. He has previously served as attorney for the Lakewood Township Planning Board, Union Beach Planning Board, Millstone Planning Board, and Aberdeen Township Planning Board. He has also served as Special Counsel for the Manalapan Township Tax Appeals Board, General Counsel to the Aberdeen Township Municipal Utilities Authority and Special Counsel to Howell Township Utility Department.

#### **4. Mitchell B. Jacobs, Principal Partner**

Northeastern University, 1983

Nova Southeastern School of Law, 1986

Member of the New Jersey and New York Bars

Mr. Jacobs, co-managing partner of the Firm and manages much of the Firm's litigation, particularly in the areas of employment litigation, commercial litigation, personal injury, real estate litigation and probate litigation. He represents clients and insurance carriers, including the Monmouth County Joint Insurance Fund, the Garden State Insurance Fund, the Bergen County Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund. Mr. Jacobs focuses his practice in the areas of employment-related lawsuits, including discrimination, harassment, hostile work environment, wage and hour violations, and wrongful discharge in federal and state courts. Mr. Jacobs also represents private entities, including closely held businesses, financial institutions and other private employers with their employment needs. Mr. Jacobs is also a frequent lecturer and author of articles on the Health Care Reform Act and its impact on employers.

#### **5. John A. Napolitano, Partner**

Villanova University, 1982

St. John's University School of Law, 1985

Member of the New Jersey and New York Bars and the United States District Court, District of New Jersey

Mr. Napolitano practices in the areas of governmental entity, environmental and construction law. Mr. Napolitano has over twenty (20) years' experience representing wastewater authorities. He currently serves as general counsel to the Pequannock Lincoln Park Fairfield Sewerage Authority (TBSA), the North Bergen Municipal Utilities Authority, the Secaucus Municipal Utilities Authority and the Bayshore Regional Sewerage Authority.

Mr. Napolitano currently serves as the County Counsel to the County of Morris. Additionally, he serves as General Counsel to the New Jersey Water Environment Association and to the Association of Environmental Authorities of New Jersey where he previously served as a member of its board. Mr. Napolitano is Special Counsel to the Borough of Oakland on sewerage related matters. Mr. Napolitano also serves as counsel to the Hudson Regional Health Commission.

Mr. Napolitano previously worked with the engineering firm of STV/Seelye Stevenson Value and Knecht and was a Professional Engineer licensed in New York.

#### **6. Richard A. Gantner, Partner**

Rutgers University, 1989

Seton Hall Law School, 1993

Member of New Jersey and Pennsylvania Bars, the United States District Court, District of New Jersey; New York and U.S. Court of Appeals, Third Circuit; District of Columbia; U.S. District Court, Eastern District of Pennsylvania

Mr. Gantner practices in the area of personal injury, automobile accidents and injuries, workers compensation, business torts, employment discrimination, family law, medical malpractice, civil litigation, negligence, federal practice and premises liability.

Mr. Gantner was Editor of the Seton Hall University Law Review from 1992-1993. He also co-authored with John P. Greenberg, M.D. "Recognizing and Preparing Closed Head Injury Cases in the Absence of Initial Diagnosis," Trial Excellence, Volume 13, Number 9, September 2001.

He served as Municipal Court Judge in the Township of Marlboro, and is a member of the Supreme Court Committee on Municipal Court Practice.

## **7. Bruce W. Padula, Partner**

Villanova University, 1996

Seton Hall University School of Law, 1999

Member of the New Jersey and Connecticut Bars, the United States District Court, District of New Jersey, and the Supreme Court of the United States

Mr. Padula represents management in all aspects of labor and employment law. In this capacity, Mr. Padula advises clients on day-to-day employment and labor issues including the Family and Medical Leave Act, the New Jersey Family Leave Act, the Fair Labor Standards Act, Title VII, the Americans with Disabilities Act, the New Jersey Law Against Discrimination, sexual harassment, wrongful discharge, wage and hour, restrictive covenants, and unfair practice charges before the National Labor Relations Board and the Public Employment Relations Commissions.

In addition, Mr. Padula has negotiated collective bargaining agreements and regularly provides advice to clients on collective bargaining matters. Mr. Padula's experience also encompasses public law and education law, where he provides general and labor representation to school boards, charter schools and other public entities in connection with collective bargaining negotiations, grievance arbitrations, seniority issues, hiring, compensation and disciplinary issues.

Mr. Padula also advises clients on campaign finance laws and the various State and local pay-to-play restrictions and has appeared in state and Federal courts on numerous election law matters. Additionally, he has spoken extensively on the Family and Medical Leave Act and the New Jersey Family Leave Act.

Mr. Padula previously served as judicial law clerk to the Honorable Bernard F. Conway, J.S.C., of the Superior Court of New Jersey. He is currently a member of the Hoboken-North Hudson YMCA Board of Directors. Mr. Padula is a frequent author and adjunct lecturer at St. Peter's University. He is also a regular speaker at the New Jersey State Bar Association and New Jersey School Boards Conference.

## **8. Anthony P. Seijas, Partner**

Monmouth University, 1994

Rutgers School of Law - Camden, 1997

Member of the New Jersey Bar, the United States District Court, District of New Jersey, Supreme Court of the United States, U.S. Court of Appeals, Third Circuit

Certified R. 1:40 Mediator

Mr. Seijas focuses his practice on complex employment, constitutional and commercial litigation. He has represented real estate development corporations, manufacturers, retailers, professional groups, and municipalities throughout the State. He appears regularly in State and federal courts in New Jersey, including appellate courts and currently defends both public and private employers from employment claims including gender/pregnancy discrimination, hostile work environment and “whistleblower” claims. He also represents commercial entities in all aspects of their business including contract negotiations, business disputes and intellectual property.

Mr. Seijas has successfully defended cases brought pursuant to the Religious Land Use and Institutionalized Persons Act (“RLUIPA”) and the ADA, as well as a number of First, Fourth, Fifth and Fourteenth Amendment cases involving claims of excessive force, wrongful arrest, unlawful search and seizure, high speed pursuits, due process, defamation and takings. He has also successfully prosecuted and defended significant construction defect/delay claims.

Mr. Seijas has tried in excess of five hundred (500) cases to conclusion and has argued before New Jersey’s Appellate Division and the Third Circuit Court of Appeals. In addition, he is a certified mediator and has served as an arbitrator for private binding arbitrations.

#### **9. Adam S. Abramson, Partner**

University of Arizona, 2001

Oklahoma City School of Law, 2004

Member of the New Jersey Bar, New York Bar, and the United States District Court, District of New Jersey

Mr. Abramson focuses his practice on the representation of public and private sector employers in labor and employment matters. His practice includes but is not limited to complex labor negotiations, grievance arbitrations, counseling employers on issues of wage and hour, personnel policies, layoffs, FMLA, FLSA, ADA, pensions and health benefits. Mr. Abramson also conducts employee investigations related to discrimination/harassment and provides harassment training. Mr. Abramson has defended the Firm’s clients before the Superior Court of New Jersey as well as the Office of Administrative Law, New Jersey Public Employment Relations Commission, Equal Employment Opportunity Commission and the Departments of Labor. Lastly, Mr. Abramson has successfully restrained many grievance arbitrations by arguing the grievances were outside the scope of negotiations and removed illegal provisions from collective negotiations agreements via the Scope of Negotiations process before the New Jersey Public Employment Relations Commission.

#### **10. Jodi S. Howlett, Partner**

Green Mountain College, 2002

Vermont Law School, 2007

Member of the New Jersey Bar and the United States District Court, District of New Jersey

Ms. Howlett concentrates her practice on all aspects of school board representation, including general legal matters, labor and employment, and special education. In addition to providing guidance on daily legal matters, such as board of education meetings, harassment, intimidation and bullying complaints, student discipline, and the development/review of school board policies, Ms. Howlett regularly attends

meetings on behalf of district Child Study Teams, including eligibility, evaluation, and IEP meetings. In her special education practice, Ms. Howlett has successfully defended the Firm's clients in complex special education litigation in the Office of Administrative Law and appeals to the U.S. District Court. Ms. Howlett uses her extensive experience to conduct lectures and seminars for school administrators in the areas of special education and student discipline.

In addition, Ms. Howlett supervises the New Jersey Employment Practices Hotline Attorney program on behalf of the New Jersey Schools Insurance Group, which provides guidance to numerous school boards throughout the State on issues of tenure and seniority, school employee discipline and removal, Family and Medical Leave Act, New Jersey Family Leave Act, New Jersey Law Against Discrimination, and the Americans with Disabilities Act. Prior to joining Cleary Giacobbe Alfieri Jacobs, LLC, Ms. Howlett served as judicial law clerk to the Hon. Michael A. MacDonald of the Superior Court of Alaska.

#### **11. Gregory J. Franklin, Partner**

Rutgers University, 1980

Thurgood Marshall School of Law, 1983

Member of the New Jersey Bar and the United States District Court, District of New Jersey

Mr. Franklin represents public employers in the Labor, Employment and Education groups. His practice focuses on contract negotiations, grievance and interest arbitrations, and representing clients before various State and federal labor agencies. With more than two decades of experience as an attorney and Labor Relations Officer with the City of Newark, Mr. Franklin is a unique position to provide valuable counsel to management officials regarding contractual analysis, employee disputes and policy development.

Prior to joining the firm, Mr. Franklin worked as a Mediator for the Public Employment Relations Commission for seven years. In that role, he mediated hundreds of public sector contractual impasses involving employers and unions representing police, fire, education, municipal, county, housing and utility authority employees throughout the State of New Jersey. This experience provided exposure to an array of issues, and afforded him a distinct perspective with regard to labor negotiations and dispute resolution which will benefit our clientele.

#### **12. Steven W. Kleinman, Partner**

Wake Forest University, 1996, *cum laude*

Seton Hall University School of Law, 2002, *cum laude*

Member of the New Jersey and New York Bars, the U.S. District Court for the District of New Jersey and the Third Circuit Court of Appeals

Mr. Kleinman focuses his practice on public and private sector labor and employment law, municipal and public entity law, and election and campaign finance law. From 2010 through 2017, he served as an in-house Special Counsel and acting County Counsel for Monmouth County, where he was chiefly responsible for handling labor and employment matters involving the County's 3,000+ employees and more than 25 negotiations units. From April 2007 through December of 2009, he was the City of Hoboken's Corporation Counsel, and in that capacity argued and won a precedent-setting open public

records case before the New Jersey Supreme Court, *Mason v. Hoboken*, 196 N.J. 51 (2008). Mr. Kleinman started his career in private practice at a large Bergen County law firm from 2002 through 2007.

Mr. Kleinman represents clients before federal and state trial and appellate courts, the Office of Administrative Law, the New Jersey Civil Service Commission, the Public Employment Relations Commission, the Election Law Enforcement Commission and the National Labor Relations Board.

Mr. Kleinman is a cum laude graduate of Wake Forest University and a cum laude graduate of Seton Hall University School of Law, where he was a member of the Seton Hall Law Review. Mr. Kleinman writes and speaks regularly on matters relating to his areas of legal expertise and has been a Trustee to the New Jersey Institute of Local Government Attorneys since 2007.

### **13. Gina L. Anton, Partner**

Seton Hall University, 1999

Quinnipiac University School of Law, 2006

Member of the New Jersey Bar and the United States District Court, District of New Jersey

Ms. Anton focuses her practice on public and private sector labor and employment law, education law, municipal and public entity law, and business law. Ms. Anton also provides human resource guidance to employers on issues such as personnel policies, employment contracts, severance agreements, employee handbooks, employee evaluations and discipline, and other personnel-related matters. She also responds on behalf of management to employee claims before federal and State courts and administrative agencies.

In her education practice, Ms. Anton has provided employment-related guidance to various school boards throughout the State via the New Jersey School Boards Association Insurance Group Labor hotline. She also provides guidance to clients with regard to employee discipline and the issuance of tenure charges, and has handled such matters on behalf of higher education clients before the Office of Administrative Law and in the Superior Court of New Jersey, Appellate Division.

Since 2015, Ms. Anton has served as the Manager of Labor Relations for Morris County where she is responsible for negotiating the collective negotiations agreements of the County's more than 20 unions. She also responds to grievances and other issues raised by the union members. In this position, Ms. Anton also creates and implements various personnel programs and policies, and conducts workplace investigations on behalf of the County.

Ms. Anton has also authored articles on various labor and employment law topics and has lectured at the American Bar Association's Annual Labor and Employment Law Conference. She also conducts Anti-Harassment and Ethics seminars on behalf of employers. In 2011 and 2012, Ms. Anton was named a New Jersey Super Lawyers' "Rising Star" by New Jersey Monthly magazine. Prior to joining the firm, Ms. Anton worked as an attorney for the Morris County Prosecutor's Office.

### **14. Ruby Kumar-Thompson, Partner**

Syracuse University, 1994

Emory University School of Law, 1999

Member of New Jersey Bar, Admitted to United States District Court for the District of New Jersey and the Third Circuit Court of Appeals

Ruby Kumar-Thompson focuses her practice on litigation. She started her legal career in 2001 defending medical malpractice claims where she became skilled at conducting expert depositions. Since 2006, she has successfully defended a wide spectrum of employment and civil rights matters affecting municipalities and other public entities located throughout Northern New Jersey in both state and federal courts.

Ms. Kumar-Thompson has extensive experience specializing in sexual harassment, discrimination in promotions and/or hiring, wrongful termination, pregnancy discrimination, religious discrimination, retaliation, and Free Speech claims, as well as other types of claims brought under the New Jersey Law Against Discrimination, CEPA, New Jersey Civil Rights Act, Title VII, ADEA, USERRA, the Rehabilitation Act, Religious Land Use and Institutionalized Persons Act (RLUIPA), Family Medical Leave Act, and the First Amendment. She also has considerable knowledge and experience defending state and federal constitutional Section 1983 claims and regarding disciplinary matters filed against police officers for actions taken by them during and in furtherance of the course of their duties, including claims for excessive force, wrongful arrest, unlawful search and seizure, high speed pursuits, malicious prosecution, and defamation. Ms. Thompson strives to defend these matters efficiently and effectively, and to provide competent legal counsel to her clients in order to eliminate and/or to limit any potential exposure from same.

Ms. Thompson has also successfully briefed and argued several legal matters in the New Jersey Appellate Division on behalf of municipalities and school districts including Bustamante v. Borough of Paramus, et. al., 413 N.J. Super. 276 (2010); Mary Borrello, et al. v. City of Elizabeth Board of Education, Docket No. A-3151-14T4 (August 16, 2016); Groslinger v. Township of Wyckoff, Docket No. A-5861-07T2, certif. denied, 201 N.J. 497 (2010); and Whesper v. Police Officer Tulli, et al., Docket No. 950 A.2d 907, certif. denied, 195 N.J. 518 (2008). She has also conducted workplace investigations, and provided labor advice to clients with respect to leaves and reasonable accommodations required by the ADA, and the LAD. Her representative clients have most recently included various school districts, including Newark Public Schools, as well as counties and municipalities such as Passaic County, Borough of Jersey City, City of Paterson, and Township of Maplewood. In the past, her representative clients included municipalities throughout Bergen County, as well as the Bergen County Sheriff's Department, Manchester Utilities Authority, County of Bergen, Borough of Haledon, and the Township of Fairfield.

Ms. Thompson is also involved in volunteering her time as a judge in the Annual Bergen County High School Mock Trial competition and as a lecturer for the New Jersey Institute for Continuing Legal Education. Most recently, on October 18, 2017, she spoke on the topic of the Dynamics of Mediating and Evaluating Damages in an Employment Discrimination case.

## **15. Sean T. Kean, Partner**

Seton Hall University 1988  
Columbia University 1992  
Seton Hall University School of Law 1996  
Member of the New Jersey Bar

Mr. Kean practices in the areas of municipal law, employment law, workers compensation. He is also municipal prosecutor and has served as General Counsel to the Lakewood Development Corporation.

Mr. Kean was elected to the New Jersey General Assembly in 2002 to represent the 11th Legislative District which was comprised of twenty-five (25) coastal communities in Monmouth County. He was re-

elected in 2003 and 2005. In 2007 he was elected to the New Jersey State Senate and served a four (4) year term. After legislative redistricting in 2011, Mr. Kean was elected to represent the residents of Monmouth and Ocean Counties in the newly configured 30th Legislative District as a Member of the General Assembly.

Mr. Kean is a member of the Board of Directors of the Monmouth-Ocean Development Corporation. He also serves as a Member of the Advisory Board of the Asbury Park Salvation Army. Mr. Kean also serves on the Foundation Board of Kimball Medical Center. He is also a member of the Monmouth County Bar Association Local Government Law Committee.

#### **16. Lani M. Lombardi, Partner**

Rutgers University, Rutgers College 1994

Villanova University School of Law, 1998

Member of the New Jersey and U.S.V.I. Bars and the United States District Court, District of New Jersey

Lani M. Lombardi has been practicing law for more than 17 years. Ms. Lombardi currently concentrates her practice on real estate tax appeal litigation defense, municipal court defense, and land use litigation, including the handling of land use prerogative writ actions. Throughout her professional career, Ms. Lombardi has represented various governmental clients, including Monmouth County; as well as planning boards, zoning boards and public utility authorities in public entity litigation. She has also provided competent and advantageous representation to both individual and corporate clients in both New Jersey State and appellate courts in civil/commercial litigation actions, estate planning and administration, guardianship actions, landlord-tenant matters, and real estate matters.

Ms. Lombardi also has extensive New Jersey Municipal Court experience, having served as Municipal Prosecutor in Hazlet Township and Matawan Borough; Conflict Municipal Prosecutor in Brick Township; Associate Municipal Prosecutor in East Brunswick Township; Conflict Public Defender in Brick Township; and Associate Public Defender in Matawan Borough and Howell Township.

Ms. Lombardi is a member of the American Bar Association, New Jersey State Bar Association, Ocean County Bar Association, and the Virgin Islands Bar Association. She is a Trustee of the New Jersey Institute of Local Government Attorneys and a Committee Member of the Monmouth County Bar Association.

#### **17. Danielle Pantaleo, Partner**

Rutgers University 1993

Seton Hall University School of Law, 2000

Member of the New Jersey Bar

Ms. Pantaleo concentrates her practice on the representation of management in all aspects of labor and employment law and school law. She represents and advises private and public sector employers on the Family and Medical Leave Act, the New Jersey Family Leave Act, the Fair Labor Standards Act, Title VII, the Americans with Disabilities Act, the New Jersey Law Against Discrimination, sexual harassment, wrongful discharge, wage and hour claims, grievances, arbitrations, collective bargaining issues and

tenure and seniority matters. Ms. Pantaleo also provides general counsel services to local municipalities and school boards throughout New Jersey. Ms. Pantaleo devotes a portion of her practice to enforcing creditor's rights in bankruptcy matters. Prior to joining Cleary Giacobbe Alfieri Jacobs, LLC, Ms. Pantaleo served as a judicial law clerk to the Honorable Robert Feldman of the Superior Court of New Jersey.

#### **18. Frances L. Febres, Partner**

Ramapo College of New Jersey, 2007

CUNY School of Law, 2012

Member of the New Jersey and New York Bars; United States District Court, District of New Jersey; and United States Court of Appeals, Third Circuit.

Ms. Febres practices in all areas of public education law, including, but not limited to, special education, labor and employment, and school governance. As part of her practice, she counsels school administrators on day-to-day student, employee and district matters to ensure legal compliance; reviews school board policies, regulations and employee handbooks; reviews administrator contracts; assesses employee benefit entitlements; drafts shared services agreements; advises as to administrative reorganizations and reductions in force ("RIFs"); assesses tenure and seniority rights; assists with student residency removal proceedings; assists administrators with drafting letters regarding employee and student discipline; and conducts workplace investigations, among other services. Additionally, Ms. Febres attends school board meetings and guides school boards with respect to School Ethics Act and Open Public Meetings Act requirements. Ms. Febres also assists school boards with conducting, for example, Donaldson, HIB, student residency and student discipline hearings in executive session.

To further assist school boards, administrators and employees, Ms. Febres conducts administrator and employee trainings concerning teacher evaluation requirements, student records and privacy laws, HIB requirements and legal updates, special education law and procedures, and anti-harassment and anti-discrimination laws. When needed, Ms. Febres will conduct workplace investigations to determine whether there has been a violation of Board Policy or law, such as when an employee makes a complaint of workplace harassment.

As part of her practice, Ms. Febres regularly appears before the Office of Administrative Law, and also appears before the United States District Court, New Jersey Appellate Division, New Jersey Superior Courts, Municipal Courts, the Division on Civil Rights and the Public Employer Relations Commission.

Prior to joining the firm, Ms. Febres had developed diverse experience with administrative agencies and state courts. Specifically, Ms. Febres interned with Justices in the New York Appellate Division and civil trial court. She also interned for a New York City child welfare agency and appeared before the New York Family Court.

#### **19. Jessica V. Henry, Counsel**

New York University, 1992, *magna cum laude*

New York University School of Law, New York, 1995

Member of the New Jersey and New York Bars

Ms. Henry litigates matters in New Jersey State and federal courts, focusing primarily on commercial litigation, business torts, contractual disputes, insurance disputes, general liability, and employment litigation matters. Ms. Henry also has considerable experience in handling appeals and representing clients in administrative matters.

## **20. Ron Kavanagh, Counsel**

College of New Jersey, 1998

Rutgers University School of Law—Newark, 2008

Member of the New Jersey and New York Bars and the United States District Court, District of New Jersey

Mr. Kavanagh represents public and private sector employers in labor and employment law matters. He counsels clients on wage and hour claims, the Family and Medical Leave Act, as well as employee grievances and arbitrations. Prior to law school, Mr. Kavanagh was employed by Mellon Financial Corporation as a Participant Services Analyst specializing in administering pension and 401-K plans for the firm's clients. During Law School, Mr. Kavanagh served as the managing Article Editor for the Rutgers Law Record. Upon graduation he also served as the judicial law clerk to the Honorable Robert J. Brennan of the Superior Court of New Jersey, Morris County.

## **21. Bradley Tishman, Counsel**

Binghamton University, 2002

University of Miami School of Law, 2006

Member of the New Jersey, New York, and Florida Bars, United States District Court, District of New Jersey, U.S. Court of Appeals, Third Circuit

Mr. Tishman specializes in labor/employment, civil rights, and education law on behalf of management. Mr. Tishman represents both public and private sector clients in Federal, State, and administrative proceedings. He has also prosecuted numerous disciplinary matters at the departmental level and before the Civil Service Commission.

Mr. Tishman successfully obtained a reversal of both the trial court's and Appellate Division's denial of summary judgment on interlocutory appeal to the New Jersey Supreme Court in *Winters v. North Hudson Regional Fire and Rescue*, 212 N.J. 67 (2012). In this landmark decision, the Court precluded a firefighter's CEPA (whistleblower) and First Amendment claims from proceeding to trial by applying the doctrine of collateral estoppel from two prior disciplinary actions that found the employee engaged in egregious misconduct.

## **22. Micci J. Weiss, Esq., Counsel**

Rutgers University, 2002

Seton Hall School of Law, 2005

Member of the New Jersey and New York Bars; United States District Court, District of New Jersey, U.S. District Courts - Southern District of New York, Eastern District of New York; U.S. District Court; District of Colorado, Northern District of Illinois, U.S. Court of Appeals - 9<sup>th</sup> Circuit

Mr. Weiss focuses his practices in the areas of Labor and Employment Law and School Law. Mr. Weiss also handles business and real estate litigation matters, including breach of contract, shareholder disputes

and real estate commission disputes. He was part of successful trial team in corporate dissolution matter and has successfully settled several multi-million-dollar litigation matters through mediation. Mr. Weiss has also appeared before various planning and zoning boards throughout New Jersey and New York.

Prior to joining the Firm, Mr. Weiss was extensively involved in the representation of developers and business requiring federal, state, and/or local governmental approvals including obtaining site plan, subdivision and variance approvals for commercial, industrial and residential projects.

### **23. Mark Wenczel, Counsel**

Hartwick College - 1986

Seton Hall School of Law – 1992

Member of the New Jersey Bar, U.S. District Court District of New Jersey, U.S. Court of Appeals 3rd Circuit

Mark graduated from Hartwick College with Cum Laude honors in 1986 and from Seton Hall University School of Law in 1992. He was admitted to the New Jersey Bar in 1992. He has served in the past as a Mediator in the Superior Court of New Jersey.

Mark has a diverse practice which has him providing both counseling and litigation services in the areas of Education, Employment, Commercial, and Construction Law.

Mark has tried numerous cases before the Office of Administrative Law and the Superior Court of New Jersey. He has appeared before the United States District Court, the United States Bankruptcy Court, the Third Circuit Court of Appeals, and the Appellate Division of the Superior Court of New Jersey.

Mark is a member of the Essex County and New Jersey State Bar Associations. He is also a member of the American Trial Lawyers Association.

### **24. Mary Anne Groh, Counsel**

University of Richmond - 1986, *Cum Laude*

Seton Hall School of Law, Juris Doctor, 1993, *Cum Laude*

Member of the New Jersey Bar and United States District Court, District of New Jersey

Qualified Purchasing Agent, State of New Jersey

Ms. Groh has significant experience in complex litigation, including commercial, employment, malpractice, and probate matters, as well as municipal law and government. Mrs. Groh has extensive knowledge of employment law as a litigator and as management. She served as Vice President and In-House Counsel for Premier Specialties, Inc. for seven years and Business Administrator in the Township of Washington (Bergen County) for two and a half years. In addition, Mrs. Groh has represented various public entities by counseling and, as necessary, litigating matters related to employment, land use, special assessments, and constitutional challenges, among other matters. Mrs. Groh also served as a Councilwoman in the Borough of Haworth for two terms before she decided to not seek re-election at the end of 2015. During her tenure, she was Council President in two of her six years, negotiated two PBA agreements, and served as the Council Liaison to the Haworth Public School and Northern Valley Regional High School. From January 2016 through July 2018, while serving as Business Administrator for the Township of Washington, she also served as Public Agency Compliance Officer and Acting QPA.

In addition to the day-to-day management, she prepared budgets, resolutions, ordinances, bid specifications, and requests for proposals; developed personnel policies and procedures; evaluated claims for terminal leave and FMLA; and negotiated a collective bargaining agreement. She has a thorough working knowledge of the Local Public Contracts Law, Prompt Payment Law, and Local Budgeting Law.

Mrs. Groh has extensive commercial and probate litigation experience, as well as experience handling legal and accounting malpractice defense matters. Mrs. Groh served as Law Clerk to the Honorable Kevin M. O'Halloran, Presiding Judge of the Chancery Division, General Equity and Probate parts from 1993 to 1994. During that time, Mrs. Groh became a Certified Mediator.

Prior to attending law school, Mrs. Groh was a Certified Public Accountant and worked as an auditor with KPMG out of its Short Hills office.

## **25. Lisa M. Scorsolini, Of-Counsel**

Johns Hopkins University, 1993

Seton Hall School of Law, 2007

Member of the New Jersey and New York Bars and the United States District Court, District of New Jersey.

As Assistant Township Attorney for the Township of Wayne, Lisa Scorsolini provides legal counsel to the Mayor, Council and Administration, drafts ordinances and resolutions, reviews contracts, and ensures compliance with the various state laws that govern New Jersey municipalities, such as the Open Public Records Act, Open Public Meetings Act, Local Public Contracts Law, Faulkner Act, and the Municipal Land Use Law.

Prior to her job with Wayne, Ms. Scorsolini was an Assistant Prosecutor/Deputy Attorney General for the Morris County Prosecutor's Office, where she worked in the Domestic Violence and Trial Divisions, and appeared regularly before the Criminal and Family Divisions of the Superior Court of New Jersey, as well as the Appellate Division.

Lisa is a graduate of Seton Hall University Law School and her BA degree from Johns Hopkins University, double-majoring in International Studies and Hispanic and Italian Studies. She speaks Armenian and Italian, as well as English.

## **26. Eileen Escudero Wisor, Counsel**

Eileen Escudero Wisor, Esq., a New Jersey native, received her B.A. from Rutgers College, Rutgers University; and a Juris Doctor and Masters in Environmental Law at Vermont Law School. Since then Wisor has acquired more than a decade of environmental law and regulatory compliance experience, where she has developed varied expertise across government, private industry, and nonprofit. Her practice areas include environmental, criminal, immigration law; and most recently New Jersey marijuana law and policy.

Previous work includes assignments from the Office of General Counsel of the Navy in Washington, DC. A love of environmental law brought her to the Commonwealth of the Northern Mariana Islands where she served as legal representation to four natural resource agencies and as prosecutor to environmental

crimes. Concurrently, Wisor worked with environmental nonprofits where she advocated, lobbied and fundraised for improved management of ocean and coastal resources.

Wisor transitioned to build a solo Immigration practice where she had a unique opportunity to represent clients defending and seeking status as a result of the changing landscape with respect to U.S. Immigration law in the CNMI. Wisor additionally served as part of an ad-hoc team of experts to bid and to serve the CNMI to review, analyze, summarize Environmental Impact Statements, Environmental Assessments and relevant statutes and regulations for a seamless integration of Contaminated Site Management State Response Program into the regulatory and governing realities of the CNMI.

Upon return to the mainland United States, Wisor has been a solo practitioner in New Jersey representing clients in the areas of Immigration, Wills, Landlord/Tenant, Collections, Real Estate, Environmental and Civil Litigation.

**27. Dante M. Alfieri, Associate**

Ramapo College, 2009

Widener University School of Law, 2012

Member of New Jersey Bar

Upon graduation from Widener University School of Law in Wilmington, Delaware, in 2012 Mr. Alfieri, completed a judicial clerkship in the Chancery Division of the Monmouth County Superior Court of New Jersey. Mr. Alfieri focuses his practice on the representation of public and private entities in land use and tax appeal matters.

**28. Nicholas DelGaudio, Associate**

Binghamton University, 2009

Benjamin N. Cardozo School of Law – Yeshiva University, 2013

Member of the New Jersey and New York Bars; United States District Court, District of New Jersey, U.S District Courts - Southern District of New York

Mr. DelGaudio practices in the areas of labor and employment law, education law, and government/public entity law. He has represented both public entities and private businesses in state court, federal court and administrative actions. He also advises employers on a wide range of employment and labor matters including employee discipline, wage and hour, wrongful discharge, employment discrimination, grievances, unfair labor practices, harassment in the workplace and employee leave issues.

**29. Jaclyn M. Kavendek, Esq., Associate**

George Mason University, 2012

The Catholic University of America, Columbus School of Law, 2015

Member of the New Jersey and New York Bars; United States District Court, District of New Jersey

Ms. Kavendek practices in the areas of education, labor and employment, and local government law. She completed her Juris Doctorate from The Catholic University of America, Columbus School of Law. Prior to joining the firm, Ms. Kavendek handled insurance and intellectual property matters in a business consulting firm.

**30. Scott A. Sears, Esq., Associate**

Touro College, 2012

Benjamin N. Cardozo School of Law – Yeshiva University, 2015

Member of the New Jersey and New York Bars

Mr. Sears practices in the areas of employment and labor law, education law, and government/public entity law. He completed his Juris Doctorate from Benjamin N. Cardozo School of Law. Prior to joining the firm, Mr. Sears gained experience in employment and foreclosure law.

**31. Catherine Kim, Esq., Associate**

The College of New Jersey, 2012

University of Maryland Francis King Carey School of Law, 2015

Member of the New Jersey Bar

Ms. Kim practices in the areas of real estate, zoning, and litigation. She completed her Juris Doctorate from The University of Maryland Francis King Carey School of Law. Prior to joining the firm, Ms. Kim clerked for Monmouth County Prosecutor's Office, Baltimore City State's Attorney's Office, and Maryland Attorney General's Office.

**32. Shannon M. Boyne, Esq., Associate**

The College of William and Mary, 2012

New England Law | Boston, 2016

Member of the New Jersey and Massachusetts Bars

Ms. Boyne practices in the areas of labor and employment law, education law, and government/public entity law. She received her Juris Doctorate with honors from New England Law | Boston, where she served as an executive editor of the Law Review. Prior to joining the firm, Ms. Boyne interned with the Massachusetts Attorney General's Office and a boutique immigration law firm.

**33. Victoria A. Leblein, Esq., Associate**

College of Charleston, 2013

Seton Hall University School of Law, 2016

Member of the New Jersey and New York Bars

Ms. Leblein received her Juris Doctorate from Seton Hall University School of Law. Prior to joining the firm, Ms. Leblein completed a Judicial Clerkship in the Criminal Division of the Morris County Superior Court. During law school, Ms. Leblein interned with the Passaic County Prosecutor's Office and a boutique law firm, which specialized in civil litigation.

**34. Anthony Provenzano, III, Esq., Associate**

Montclair State University, 2014

New York Law School, 2018

Member of the New Jersey Bar; United States District Court, District of New Jersey

Mr. Provenzano practices in the areas of employment litigation, commercial litigation, and personal injury. He recently received his Juris Doctorate from New York Law School. Mr. Provenzano has worked part-time for the firm since 2014 and throughout law school.

**35. Charissa Nathaniel Wijaya, Esq., Associate**

Montclair State University, 2012

New York Law School, 2017

Member of the New York Bar; New Jersey Bar Pending

Ms. Wijaya received her Juris Doctorate from New York Law School. Prior to joining the firm, Ms. Wijaya completed a Judicial Clerkship and was the Judicial Law Clerk to the Honorable Philip J. Maenza, Supervising Judge of the Special Civil Part in Morris and Sussex County Superior Court. Along with her Judicial Law Clerk duties, Ms. Wijaya was also the Special Civil Clerk where she was the lead law clerk mediator during her 2017-2018 Judicial Clerkship. During her undergraduate studies, Ms. Wijaya interned with the New Jersey Attorney General's Office in the Consumer Affairs Division where she regularly investigates complaints made against health care professionals, prepares recommendation of disciplinary actions, and assisted in the drafting of Cullen Law. During her law school studies, Ms. Wijaya interned for the Waterfront Commission of New York Harbor where she frequently interviews and investigates arrest reports, as well as holding the lead role in a highly confidential criminal investigation of an organized crime influence. Ms. Wijaya was also the Judicial Law Intern to the Honorable Justice Joan A. Madden, a Judge in New York Supreme Court – New York County, Civil Term and was a summer associate at a New York City law firm, which specialized in civil litigation.

## **REPRESENTATIVE CLIENTS LIST**

Below is a representative list of our current municipal clients:

Borough of Beach Haven	City of Newark
Borough of Deal	City of Paterson Housing Authority
Borough of Demarest	City of Summit
Borough of Fair Haven	Township of Alexandria
Borough of Frenchtown	Township of Andover
Borough of Garwood	Township of Barnegat
Borough of Helmetta	Township of Boonton
Borough of Lakehurst	Township of Colts Neck
Borough of Leonia	Township of Denville
Borough of Little Silver	Township of Dover
Borough of Long Hill	Township of East Brunswick
Borough of Lyndhurst	Township of Edison
Borough of Madison	Township of Fairfield
Borough of Matawan	Township of Fairfield Public Library
Borough of Mendham	Township of Harding
Borough of Midland Park	Township of Hazlet
Borough of Oakland	Township of Holland
Borough of Oakland Public Library	Township of Holmdel
Borough of Paramus	Township of Howell
Borough of Palisades Park	Township of Long Hill
Borough of River Edge	Township of Mahwah
Borough of Rockaway	Township of Montville
Borough of Rumson	Township of Mount Olive
Borough of Roosevelt	Township of Neptune
Borough of Sea Bright	Township of North Bergen
Borough of Seaside Park	Township of Old Bridge
Borough of Ship Bottom	Township of Saddle Brook
Borough of Shrewsbury	Township of Saddle River
Borough of Spring Lake	Township of Union
Borough of Tinton Falls	Township of Upper Freehold
City of Atlantic City	Township of Vernon
City of East Orange	Township of Verona
City of Englewood	Township of Wall
City of Hackensack	

## **REFERENCES**

Please accept the following professional references:

Mr. Shana Taylor, Esq., County Counsel  
County of Hunterdon  
71 Main Street  
Flemington, New Jersey 08822  
Phone (908) 788-1104

Mr. John Bonanni, County Administrator  
County of Morris  
P.O. Box 900  
Morristown, New Jersey 07963  
Phone (973) 285-6040

Mr. Neal Bellet, Business Administrator  
Township of Wayne  
475 Valley Road  
Wayne, New Jersey 07470  
Phone (973) 694-1800 X 3204

Mr. Raymond Codey, Borough Administrator  
Borough of Madison  
205 Madison Avenue – Room 212  
Madison, New Jersey 07940  
Phone (973) 593-3038

Terri O'Conner, County Administrator  
County of Monmouth  
Hall of Records, Freehold, NJ 07728  
Phone (732) 431-7384

## **FEE PROPOSAL**

### A. Hourly Rate:

The following rates apply for services provided as **Labor Attorney**:

<u>Attorneys</u>	<u>Per Hour</u>
Partners	\$145.00
Counsel	\$145.00
Associates	\$145.00
Paralegals	\$ 90.00

### A. Reimbursable costs and expenses:

In addition to legal fees, we charge the following costs and expenses:

Experts' fees, court costs, accountants' fees, appraisers' fees, deposition costs, Lawyers Courier Service, Federal Express Overnight Courier Service, photocopying charges (\$.20 per copy), postage, interpreter/translators' fee (prevailing market rates).

Sign: Bruce W. Padula  
Print: Bruce W. Padula  
Date: 11/27/2018

## BOROUGH OF ROSELLE PARK

### SUBMISSION CHECKLIST

<b>THE FOLLOWING ITEMS, AS INDICATED BELOW ☑, SHALL BE PROVIDED WITH THE RECEIPT OF SEALED SUBMISSIONS</b>		<b>Initial Here</b>
<input checked="" type="checkbox"/>	Completed RFP Checklist	_____
<input checked="" type="checkbox"/>	Completed Submission Form / Qualification Statement	_____
<input checked="" type="checkbox"/>	Statement of Ownership Disclosure	_____
<input checked="" type="checkbox"/>	Non-Collusion Affidavit	_____
<input checked="" type="checkbox"/>	Required EEO/Affirmative Action Evidence & Signed Compliance Notice	_____
<input checked="" type="checkbox"/>	Acknowledgement of Americans with Disabilities Act Language of 1990	_____
<input checked="" type="checkbox"/>	Disclosure of Investment Activities in Iran	_____
<input checked="" type="checkbox"/>	Insurance Requirement Acknowledgement Form	_____
<input checked="" type="checkbox"/>	Certification Regarding Political Contributions	_____
<input checked="" type="checkbox"/>	New Jersey Business Registration Certificate of Vendor	_____
<input checked="" type="checkbox"/>	W-9 of Vendor	_____

This checklist is provided for vendor's use in assuring compliance with required documentation; however, it does not include all submission requirements and does not relieve the vendor of the need to read and comply with the RFP.

Name of Vendor: Cleary Giacobbe Alfieri Jacobs, LLC Date: November 27, 2018

Signature: X 

Print Name: Bruce W. Padula

Title: Partner

**BOROUGH OF ROSELLE PARK**  
**SUBMISSION FORM / QUALIFICATION STATEMENT**

(ATTACH ADDITIONAL SHEETS AS NECESSARY,  
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS  
AND TYPE/WRITE: "SEE ATTACHED")

**1. Names and roles of the individuals who will perform the services and description of their education and experience with projects similar to the services contained herein:**

Bruce W. Padula, Partner

Villanova University, 1996

Seton Hall University School of Law, 1999

Member of the New Jersey and Connecticut Bars, the United States District Court, District of New Jersey, and the Supreme Court of the United States

Mr. Padula represents management in all aspects of labor and employment law. In this capacity,

Mr. Padula advises clients on day-to-day employment and labor issues including the Family and

Medical Leave Act, the New Jersey Family Leave Act, the Fair Labor Standards Act, Title VII,

the Americans with Disabilities Act, the New Jersey Law Against Discrimination, sexual

harassment, wrongful discharge, wage and hour, restrictive covenants, and unfair practice

charges before the National Labor Relations Board and the Public Employment Relations

Commissions.

In addition, Mr. Padula has negotiated collective bargaining agreements and regularly provides

advice to clients on collective bargaining matters. Mr. Padula's experience also encompasses

public law and education law, where he provides general and labor representation to school

boards, charter schools and other public entities in connection with collective bargaining

negotiations, grievance arbitrations, seniority issues, hiring, compensation and disciplinary issues.

Mr. Padula also advises clients on campaign finance laws and the various State and local

pay-to-play restrictions and has appeared in state and Federal courts on numerous election law

matters. Additionally, he has spoken extensively on the Family and Medical Leave Act and the

New Jersey Family Leave Act.

**SUBMISSION FORM / QUALIFICATION STATEMENT**  
**(CONTINUED)**

(ATTACH ADDITIONAL SHEETS AS NECESSARY,  
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS  
AND TYPE/WRITE: "SEE ATTACHED")

## **2. References and record of success of same or similar service:**

Mr. Padula has successfully represented the Borough of Roselle Park for many years. In addition to the Borough of Roselle Park, Mr. Padulla represents many municipalities and school districts throughout New Jersey serving as labor counsel.

**SUBMISSION FORM / QUALIFICATION STATEMENT**  
**(CONTINUED)**

(ATTACH ADDITIONAL SHEETS AS NECESSARY,  
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS  
AND TYPE/WRITE: "SEE ATTACHED")

**3. Description of ability to provide the services in a timely fashion (including staffing, familiarity and location of key staff):**

As a firm, Cleary Giacobbe Alfieri Jacobs, LLC is small enough to offer personalized and responsive service, yet large enough to ensure there will always be a knowledgeable attorney available to assist a client at any time. The Firm takes pride in never being "too busy" to handle an individual client's question or emergency. The attorneys of Cleary Giacobbe Alfieri Jacobs, LLC have a track record of always being available, whether it is during or outside regular business hours. The Firm recognizes that many public clients have issues and emergencies that arise outside of normal business hours. As such, clients are provided with attorneys' cell/home numbers so that an attorney may always be reached. In addition, the Firm is available to attend any regular or special meetings, or as otherwise required.

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**SUBMISSION FORM / QUALIFICATION STATEMENT**  
**(CONTINUED)**

(ATTACH ADDITIONAL SHEETS AS NECESSARY,  
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS  
AND TYPE/WRITE: "SEE ATTACHED")

4. Cost details, including the annual fee for primary duties and the hourly rates of each of the individuals who will perform services, and all expenses for any work that is not included in the primary duties:

Cleary Giacobbe Alfieri Jacobs, LLC proposes to maintain our currently established rate of  
\$145.00 per hour for all attorneys.

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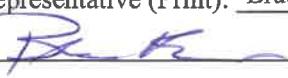
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**CERTIFICATION OF PROPOSAL**  
**(Sign Below)**

Firm: Cleary Giacobbe Alfieri Jacobs, LLC

Date: November 27, 2018

Authorized Representative (Print): Bruce W. Padula

Signature: 

Title: Partner

Telephone No.: (732) 583-7474

Fax No.: (732) 290-0753

## BOROUGH OF ROSELLE PARK

### **STATEMENT OF OWNERSHIP DISCLOSURE** N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

**THIS STATEMENT SHALL BE COMPLETED, CERTIFIED TO, AND INCLUDED WITH ALL BID AND PROPOSAL SUBMISSIONS. FAILURE TO SUBMIT THE REQUIRED INFORMATION IS CAUSE FOR AUTOMATIC REJECTION OF THE BID OR PROPOSAL.**

**Name of Organization:** Cleary Giacobbe Alfieri Jacobs, LLC

**Organization Address:** 955 State Route 34, Suite 200 Matawan, New Jersey 07747

#### **Part I**

**Check the box that represents the type of business organization:**

- Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- For-Profit Corporation (any type)
- Limited Liability Company (LLC)
- Partnership
- Limited Partnership
- Limited Liability Partnership (LLP)
- Other (be specific): \_\_\_\_\_

#### **Part II**

- The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. (**COMPLETE THE LIST ON THE NEXT PAGE IN THIS SECTION**)

OR

- No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. (**SKIP TO PART IV**)

**STATEMENT OF OWNERSHIP DISCLOSURE**  
**(Continued)**

(Please attach additional sheets if more space is needed).

Name of Individual or Business Entity	Home Address (for Individuals) or Business Address
James J. Cleary, Principal Partner	107 Haven Way, Morganville, New Jersey
Matthew Giacobbe, Principal Partner	150 Andrew Avenue, Oakland, New Jersey
Salvatore Alfieri, Principal Partner	4 Colony Drive, Marlboro, New Jersey
Mitchell B. Jacobs, Principal Partner	9 Vista Drive, Morganville, New Jersey

**Part III**

**DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II**

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. Attach additional sheets if more space is needed.

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II other than for any publicly traded parent entities referenced above. The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. Attach additional sheets if more space is needed.

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Home Address (for Individuals) or Business Address

**STATEMENT OF OWNERSHIP DISCLOSURE**  
**(Continued)**

**Part IV**  
**Certification**

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the Borough of Roselle Park is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with the Borough of Roselle Park to notify the Borough of Roselle Park in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the Borough of Roselle Park to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	Bruce W. Padula	Title:	Partner
Signature:		Date:	November 27, 2018

BOROUGH OF ROSELLE PARK

NON-COLLUSION AFFIDAVIT

State of New Jersey  
County of Montmouth

ss:

I, Bruce W. Padula of the City of Fair Haven in  
the County of Monmouth and State of New Jersey full age, being duly  
sworn according to law on my oath depose and say that:

I am Partner of the firm of Cleary Giacobbe Alfieri Jacobs, LLC  
(Title or Position) (Name of Firm)

the bidder making this Proposal for the above named project, and that I executed the said proposal with full authority so to do; that said bidder has not, directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above named project; and that all statements contained in said proposal and in this affidavit are true and correct, and made with full knowledge that the Borough of Roselle Park relies upon the truth of the statements contained in said proposal and in the statements contained in this affidavit in awarding the contract for the said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except bona fide employees or bona fide employees or bona fide established commercial or selling agencies maintained by Cleary Giacobbe Alfieri Jacobs, LLC (name of contractor).

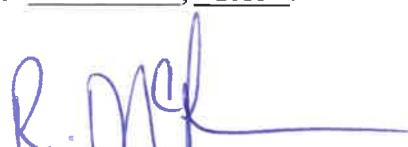
Subscribed and sworn to

before me this 27th day

of November, 2018.

X.   
Signature

Bruce W. Padula  
(Type or print name of affiant under signature)

  
Notary public of The State of New Jersey

My Commission expires \_\_\_\_\_

## BOROUGH OF ROSELLE PARK

### **AFFIRMATIVE ACTION COMPLIANCE NOTICE** **N.J.S.A. 10:5-31 and N.J.A.C. 17:27**

### **GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS**

This form is a summary of the successful bidder's requirement to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27-1 et seq.

The successful bidder shall submit to the public agency, after notification of award but prior to execution of this contract, one of the following three documents as forms of evidence:

- a) A photocopy of a valid letter that the contractor is operating under an existing Federally approved or sanctioned affirmative action program (good for one year from the date of the letter);

OR

- b) A photocopy of a Certificate of Employee Information Report approval, issued in accordance with N.J.A.C. 17:27-4;

OR

- c) A photocopy of an Employee Information Report (Form AA302) provided by the Division and distributed to the public agency to be completed by the contractor in accordance with N.J.A.C. 17:27-4.

The successful vendor may obtain the Affirmative Action Employee Information Report (AA302) from the contracting unit during normal business hours.

The successful vendor(s) must submit the copies of the AA302 Report to the Division of Contract Compliance and Equal Employment Opportunity in Public Contracts (Division). The Public Agency copy is submitted to the public agency, and the vendor copy is retained by the vendor.

The undersigned vendor certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27.1 et seq. and agrees to furnish the required forms of evidence.

The undersigned vendor further understands that his/her bid shall be rejected as non-responsive if said contractor fails to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27-1 et seq.

COMPANY: Cleary Giacobbe Alfieri Jacobs, LLC

SIGNATURE: 

PRINT NAME: Bruce W. Padula

TITLE: Partner

DATE: November 27, 2018

## BOROUGH OF ROSELLE PARK

### EXHIBIT A

### MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)

N.J.A.C. 17:27

### **GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS**

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted Borough employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken

**EXHIBIT A**  
**MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE**  
N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)  
N.J.A.C. 17:27  
**GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS**  
**(Continued)**

without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval  
Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at [www.state.nj.us/treasury/contract\\_compliance](http://www.state.nj.us/treasury/contract_compliance)).

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27**.

## BOROUGH OF ROSELLE PARK

### **AMERICANS WITH DISABILITIES ACT OF 1990**

#### **Equal Opportunity for Individuals with Disability**

The Contractor and the Owner, do hereby agree that the provisions of Title 11 of the Americans with Disabilities Act of 1990 (the "Act") (*42 U.S.C. S12101 et seq.*), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant thereto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.*

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

The undersigned vendor consents to the full understanding of the forgoing Americans with Disabilities Act Language of 1990:

Bidder/Vendor: Cleary Giacobbe Alfieri Jacobs, LLC

Signature: 

Full Name (Print): Bruce W. Padula

Title: Partner

Date November 27, 2018

## BOROUGH OF ROSELLE PARK

### **DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

#### **PART 1: CERTIFICATION BIDDERS MUST COMPLETE PART 1 BY CHECKING EITHER BOX.**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review this list prior to completing the below certification. Failure to complete the certification will render a bidder's proposal non-responsive.

#### **PLEASE CHECK EITHER BOX:**

I certify, pursuant to Public Law 2012, c. 25, that neither the person/entity listed above nor any of the entity's parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR

I am unable to certify as above because I or the bidding entity and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

#### **PART 2**

#### **PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN**

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the form below. (PROVIDE INFORMATION RELATIVE TO THE ABOVE QUESTIONS. PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION. IF YOU NEED TO MAKE ADDITIONAL ENTRIES, USE ADDITIONAL PAGES).

Name: \_\_\_\_\_

Relationship to Bidder/Vendor: \_\_\_\_\_

Description of Activities: \_\_\_\_\_

Duration of Engagement: \_\_\_\_\_ Anticipated Cessation Date: \_\_\_\_\_

Bidder/Vendor: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**  
**(Continued)**

**CERTIFICATION**

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the below-referenced person or entity. I acknowledge that the Borough of Roselle Park is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of contracts with the Borough of Roselle Park to notify the Borough of Roselle Park in writing of any changes to the answers or information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreements(s) with the Borough of Roselle Park and that the Borough of Roselle Park at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): Bruce W. Padula

Signature: 

Title: Partner

Date November 27, 2018

Bidder/Vendor: Cleary Giacobbe Alfieri Jacobs, LLC

## BOROUGH OF ROSELLE PARK

### INSURANCE REQUIREMENTS AND ACKNOWLEDGEMENT FORM

Certificate(s) of Insurance shall be filed with the Borough Clerk's Office upon award of contract by the governing body

The minimum amount of insurance to be carried by the Professional Service Entity shall be as follows:

#### **PROFESSIONAL LIABILITY INSURANCE**

Limits shall be a minimum of \$1,000,000.00 for each claim and \$1,000,000.00 aggregate each policy period.

Acknowledgement of Insurance Requirement:

SIGNATURE:  DATE: November 27, 2018

Bruce W. Padula, Partner  
(Printed Name & Title)



# CERTIFICATE OF LIABILITY INSURANCE

CLEAR-1 OP ID: MT

DATE (MM/DD/YYYY)

10/29/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERNS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER World Insurance Assoc. LLCC 656 Shrewsbury Ave., Suite 200 Tinton Falls, NJ 07710 William Redmond	CONTACT NAME: William Redmond
	PHONE (A/C, No, Ext): 732-380-0900 FAX (A/C, No): 732-380-0909 E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE NAIC #
	INSURER A : Allied World Assurance Cos. 22730
	INSURER B : The Hartford 29424
	INSURER C : Hiscox Inc 10200
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	X COMMERCIAL GENERAL LIABILITY  CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		13SBATS6526	02/17/2018	02/17/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 OTHER: \$
B	AUTOMOBILE LIABILITY  ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		13SBATS6526	02/17/2018	02/17/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER: \$
B	X UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input checked="" type="checkbox"/> CLAIMS-MADE DED RETENTION\$ 10,000		13SBATS6526	02/17/2018	02/17/2019	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 OTHER: \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N / A	13WBCCC9568	02/17/2018	02/17/2019	X PER STATUTE OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liabi		03101730	06/03/2018	06/03/2019	Each Clai 5,000,000
C	Cyber Liability		MPL2207469	03/21/2018	03/21/2019	Cyber Eac 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder is listed as additional insured as required by written contract.

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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## BOROUGH OF ROSELLE PARK

### CERTIFICATION REGARDING POLITICAL CONTRIBUTIONS

STATE OF NEW JERSEY

: SS.

COUNTY OF MONMOUTH

I, Bruce W. Padula, resident of the Borough of Fair Haven in the County of Monmouth and the State of New Jersey, of full age, being duly sworn according to law on my oath depose and say that:

I am the Partner of the firm of Cleary Giacobbe Alfieri Jacobs, LLC, the Professional Service Entity making the submissions for the above named Service, and that I executed the said submission with full authority to do so; that said Professional Service Entity acknowledges that it is aware that the Borough of Roselle Park pursuant to Section 2-4 of the Borough Code prohibits the awarding of any public contract to any Professional Service Entity that has contributed in excess of two hundred (\$200.00) dollars to a campaign committee of any Borough of Roselle Park candidate or holder of the public office having ultimate responsibility for the award of the contract, or to any Borough of Roselle Park or Union County Party Committee, or to any political action committee (PAC) that is organized for the primary purpose of promoting or supporting Borough of Roselle Park municipal candidates or municipal officeholders, within one (1) calendar year immediately preceding the date of the contract or agreement.

I further warrant that pursuant to Roselle Park Borough Section 2-4, a "professional service provider" seeking a public contract means: an individual, including the individual's spouse, if any, and any child living at home; person; firm; corporation; professional corporation; partnership; organization; or association. The definition of a service provider includes all principals who own one (1%) percent or more of the equity in the corporation or business trust, partners, and officers in the aggregate employed by the provider as well as any subsidiaries directly controlled by the service provider.

I further warrant that I have reviewed Borough Code Section 2-4.

I hereby certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment for contempt of Court.

Subscribed and sworn to before me  
this 27th day of November, 2018

(Signature of Notary)

(Affix Seal)

REGINA MC LAUGHLIN  
A Notary Public of New Jersey  
My Commission Expires November 29, 2020

  
(Signature of Professional)

Name: Bruce W. Padula  
Title: Partner

STATE OF NEW JERSEY  
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY  
DIVISION OF REVENUE  
PO BOX 2327  
TRENTON, NJ 08646-0252

TAXPAYER NAME:

CLEARY GIACOBBE ALFIERI & JACOBS LLC

TRADE NAME:

SEQUENCE NUMBER:

1598238

ISSUANCE DATE:

09/20/17

*Jones J. Jones*  
Director  
New Jersey Division of Revenue

FORM-BRC

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

Certification 45751

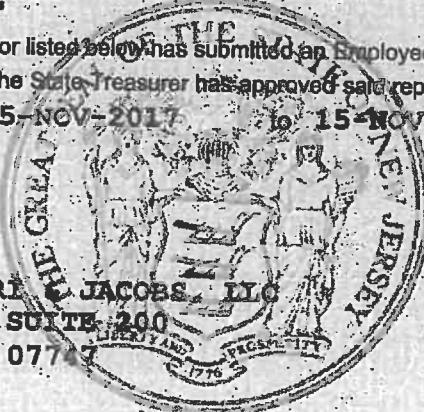
**CERTIFICATE OF EMPLOYEE INFORMATION REPORT  
RENEWAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of

15-NOV-2017 to 15-NOV-2020

CLEAR GIACOBBE ALFIERI & JACOBS, LLC  
955 STATE HIGHWAY 34, SUITE 200  
MATAWAN

NJ 07747



*Ford M. Scudder*

FORD M. SCUDDER  
State Treasurer

# W-9

Form  
(Rev. November 2017)  
Department of the Treasury  
Internal Revenue Service

## Request for Taxpayer Identification Number and Certification

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
Cleary Giacobbe Alfieri Jacobs, LLC	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.	
<input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate	
<input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small>	
<input type="checkbox"/> Other (see instructions) ► _____	
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):	
Exempt payee code (if any) _____	
Exemption from FATCA reporting code (if any) _____	
<small>(Applies to accounts maintained outside the U.S.)</small>	
5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
955 State Route 34, Suite 200	
6 City, state, and ZIP code	
Matawan, NJ 07747	
7 List account number(s) here (optional)	

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number		
	-	

Employer identification number									
2	7	-	3	6	8	0	2	2	4

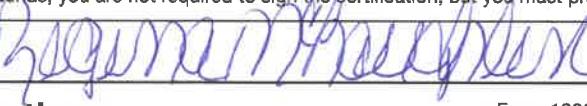
### Part II Certification

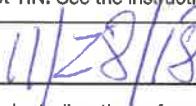
Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ► 

Date ► 

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

**END OF DOCUMENT**